



ServeNebraska Commission

Board Meeting Minutes
April 20, 2018

NOTE TAKER: Christina Franklin	LOCATION: Governor's Residence Lincoln, NE	DATE: 04/20/2018	TIME: 12:55 PM (CST) to 3:10 PM (CST)	DURATION: 2 Hours and 25 Minutes
PURPOSE: <i>Quarterly Commission Meeting</i>	ATTENDEES Commissioners Present: Gregg Christensen, Matthew Clough, Ashley Hatheway, Frank Hayes, D. Kare Heilbrun, Lisa Hiatt, Marjorie Maas, Diane Mallette, Jamesena Moore, Ashley Mueller, Deborah Neary, Susan Rocker, Ron Sedlacek, Kevin Warneke, Rose White Volunteers Present: Benjamin Jones, Stephanie Mueller, Debra Schilz, Jennifer Strako Ex-Officio Members Present: Julie Nash Staff Present: Cathy Plager, Audrey Jackson, Christina Franklin, Heather Higgins, Kerry Fina Guests: Chelsea Johnson, Tom Brenan, Adam Lounsbury, Megan Moslander, Andrew Brown			

PROGRAM PRESENTATION

Chelsea Johnson, program leader, presented on the Nebraska Conservation Education Fund AmeriCorps program.

SERVICE PROJECT

Commissioners participated in a service project to benefit the Matt Talbot Kitchen and Outreach in celebration of ServeNebraska Week.

AMERICA'S SERVICE COMMISSIONS PRESENTATION

Tom Brenan, Chief Policy Officer, presented on the national view and importance of State Commissions.

VOLUNTEER IOWA PRESENTATION

Adam Lounsbury, Executive Director, presented how Volunteer Iowa is creating an Iowa where all citizens are empowered through service to meet community challenges and make lives better.

BUSINESS MEETING – CALL TO ORDER

Commission Chair Mallette had all Commissioners introduce themselves and the organizations they represent. Director Plager introduced ServeNebraska staff. Guest, Andrew Brown, from Doane University introduced himself.

Roll Call

The business meeting was called to order at 12:55 PM (CST) by Commission Chair Mallette. ServeNebraska Program Officer Christina Franklin called roll to determine a quorum of one-third (1/3) of all appointed Commission member which is four commissioners. A quorum of 15 voting and 1 non-voting member was present.

PUBLIC COMMENT

None

APPROVAL OF CONSENT AGENDA – Diane Mallette, Commission Chair

- April 20, 2018 ServeNebraska Commission Agenda

- March 2018 Admin Expenditures Report
- March 2018 TTA Expenditure Report
- March 2018 Development Grant Expenditure Report
- March 2018 HHS GF Expenditure Report
- March 2018 Non Federal State Accounts Report
- March 2018 Admin Match to Expenditures Report
- December 2017 Foundation Report
- Executive Director's Report

Motion #1: Commissioner Moore moved that the items on the consent agenda be approved with the exception of the January 26, 2018 Commission meeting minutes.

Second: Commissioner Warneke

Vote: 15 – Yes; 0 – No; 0 – Abstained; Motion was carried.

Commissioner Moore would like the following changes made on the January 26, 2018 Commission meeting minutes.

- On Motion #2 remove would like to after the word change. The remove committee and change to Commission.

Motion #2: Commissioner Moore moved to accept the January 26, 2018 Commission meeting minutes with the aforementioned changes.

Second: Commissioner Warneke

Vote: 15 – Yes; 0 – No; 0 – Abstained; Motion was carried.

STANDING COMMITTEE REPORTS

- **Executive Committee** – Commission Chair Diane Mallette

No changes have occurred regarding the Commission MOU Agreement with DHHS.

The slate of commission applicants was discussed at the March 7, 2018, where there was no quorum met. The slate of commission applicants needed to be to the Governor's office by 10:00 AM on Thursday, March 8, 2018 hence the change in process. At the committee meeting on April 3, 2018 the committee voted to ratify the March 7, 2018 Executive Committee Meeting Notes and Recommendation.

- **AmeriCorps & National Service Committee** – Commissioner Susan Rocker

ServeNebraska received an allocation for formula funding in 2017-2018 program year in the amount of \$1,222,733 staff are anticipating with the increase of funds to CNCS for State and National AmeriCorps programing that Nebraska could see additional amount of funding, because of this increase and the anticipated unexpended funds from this current program year staff has released another request for applications to see if they could receive additional fundable applications.

ServeNebraska received 12 grant applications for 2018-2019 formula funding. We are recommending funding for 11 applications, with a total of 67.3 MSY and \$888,117 dollars. The applications are as follows:

Funded:

- Community Crops
- Goodwill Industries
- Nebraska Conservation Education Fund
- Nebraska State Probation
- Mediation West
- Partnership 4 Kids
- Public Health Solutions
- Salvation Army
- Scottsbluff Public Schools

- University of Nebraska Kearney
- YWCA Adams County

Not Funded:

- Angels on Wheels

ServeNebraska received one grant application for Targeted Priority Grant for competitive funding with CNCS. ServeNebraska recommended funding for 7.5 MSY and \$111,990.00. The applicant is Nebraska Children and Families Foundation.

Motion #3: Commissioner Rocker moved to approve the Formula funding package and the Targeted Priority funding package as presented.

Second: No second needed, coming out of committee.

Vote: 15 – Yes; 0 – No; 0 – Abstained; Motion was carried.

- **Community Volunteering Committee** – Commissioner Jamesena (Jamie) Moore

Presentation of the Nebraska 150 certificates to the ServeNebraska Commission by Nebraska Sesquicentennial Commissioner Jamesena (Jamie) Moore.

Commissioners celebrated ServeNebraska week by participating in a service project/donation drive at today's (April 20, 2018) Commission Meeting. The committee has chosen to partner with Matt Talbot Kitchen and Outreach for the project.

The Community Volunteer Committee recommends the following changes to the Policy Manual approved January 16, 2015:

Page 11, Section VIII Recognition of Commissioners and Staff

- Delete "and"
- insert a comma after commissioners and staff
- Add Volunteers

Page 11, 1. Recognition of Outgoing Commissioners

Line three delete \$25.00 and insert \$75.00

Lines four and five delete "and" insert as line 4 "the memento will be selected by staff"

Page 12, Add 5. Volunteer Recognition

Volunteer will be recognized annually with a certificate, letter signed by the Commission Chair and Executive Director, and a memento costing no more than \$5.00.

Motion #4: Commissioner Moore moved to amend the ServeNebraska policy manual with the changes listed above.

Second: No second needed, coming out of committee

Vote: 15 – Yes; 0 – No; 0 – Abstained; Motion was carried.

- **Governance and Funding Committee** – Commissioner Deborah Neary

The committee met Wednesday April 18, 2018 and discussed the following items.

Update on Commission Recruitment Process: The committee still needs to recruit two individuals who represent the Republican Party, the Governor has two individuals he looking to appoint but unable to because of the balance of the board is heavy right now on the Democratic side.

Annual Fundraising Campaign and Commissioner personal Gift: It is that time again when we have a couple options to provide our annual personal gift to ServeNebraska. This can be done through the Give to Lincoln Campaign May 31, 2018 which will provide an additional share from the match fund or there is the Community Services Fund or the Work Place Giving Campaign which begins late summer early fall. Please let staff know how you will be providing your gift.

Step Forward Award sponsorships: Commissioner Warneke reached out to a large organization several months ago, approaching them about sponsoring the Life Time Achievement Award. Progress has been made to date, they have agreed to sponsorship we are now working through details.

Committee Assignment and Board Survey: Every two years the staff send out two surveys through survey monkey one is to update contact information and identify what committee you are interested in serving on. This has been completed and committee assignments are being finalized.

The Board Assessment Survey, gives staff an opportunity to hear from Commissioners anonymously on concerns. The committee will work through the information to address the items to ensure a stronger Commission. Seven of the ten board members completed the survey. Most of the questions were answered with a satisfied score, with the following items as not satisfied or concerns:

- The role or authority of the Executive Director
- Knowledge of current programing being funded by the Board
- Finances are not clear, including fundraising strategies
- Strategic vision of the Commission
- Board member recruitment has not been satisfactory
- The Board has not approved a marketing strategy, or understands how to best communicate their role on the Commission.
- Succession planning has not occurred.

UNFINISHED BUSINESS

None

NEW BUSINESS – Commissioner Kevin Warneke

2018 Nominating Committee for Vice Chair presented the slate to the Commission. The Vice Chair would serve from 4-2018 through 4-2019. Commissioner Christensen was the only candidate on the slate. Commissioner Warneke asked for nominations from the floor.

Motion #5: Commissioner Sedlacek moved to close the slate for Vice Chair.

Second: Commissioner Moore

Vote: 15 – Yes; 0 – No; 0 – Abstained; Motion was carried.

Motion #6: Commissioner Moore moved to elect the Vice Chair by acclamation.

Second: Commissioner Warneke

Vote: 15 – Yes; 0 – No; 0 – Abstained; Motion was carried

RECOGNITION OF COMMISSIONERS SERVICE

The following commissioners were recognized for their service to the Commission.

- Rose White
- Kevin Warneke
- Jamesena (Jamie) Moore
- Ron Sedlacek
- Diane Mallette

PRESENTATION OF 2018 IN-COMING CHAIR PRIORITIES

Commissioner Rocker, the 2018 In-coming chair presented her personal priorities.

GETTING TO KNOW YOU

Commissioner Rocker led the commission in a team-building activity so that members could get to know one another.

ANNOUNCEMENTS

- Social Media Time:
Commission Chair Mallette encourage commissioners to spread the word about the great things they are doing as a ServeNebraska commissioner.
- Next Commission Meeting:
July 20, 2018 hosted by Marjorie Maas, Blue Cross Blue Shield in Omaha, NE.
- In-Kind Forms
Submit all in-kind service, including mileage, to staff on the provided in-kind form.

ADJOURN – Commission Chair Diane Mallette

There was no further business to come before the Commission, the meeting was adjourned at 3:10 PM (CST). The voting record is attached to these minutes.

Submitted by, Christina Franklin
Christina Franklin, ServeNebraska Program Officer

Approved by, Diane Mallette
Diane Mallette, Past Chair

Approved by, Susan Rocker
Susan Rocker, Chair

**ServeNebraska Commission Meeting
VOTE RECORD**

NAME	Attendance	Motion 1	Motion 2	Motion 3	Motion 4	Motion 5	Motion 6
Commissioner Name	<p>P = Present NP = Not Present NV = Non-Voting AB = Abstain</p>	Consent agenda be approved with the exception of the January 26, 2018 Commission meeting minutes.	Accept the January 26, 2018 Commission meeting minutes with the aforementioned changes.	Approve the Formula funding package and the Targeted Priority funding package as presented.	Amend the ServeNebraska policy manual with the changes listed above.	Close the slate for Vice Chair	Elect the Vice Chair by acclamation.
Christensen, Gregg	P	Y	Y	Y	Y	Y	Y
Clough, Matthew	P	Y	Y	Y	Y	Y	Y
Hatheway, Ashley	P	Y	Y	Y	Y	Y	Y
Hayes, Frank	P	Y	Y	Y	Y	Y	Y
D. Kare Heilbrun	P	Y	Y	Y	Y	Y	Y
Hiat, Lisa	P	Y	Y	Y	Y	Y	Y
Jones, Benjamin**	P, NV	NV	NV	NV	NV	NV	NV
Maas, Marjorie	P	Y	Y	Y	Y	Y	Y
Mallette, Diane	P	Y	Y	Y	Y	Y	Y
Moore, Jamie	P	Y	Y	Y	Y	Y	Y
Mueller, Ashley	P	Y	Y	Y	Y	Y	Y
Mueller, Stephanie**	P, NV	NV	NV	NV	NV	NV	NV
Neary, Deborah	P	Y	Y	Y	Y	Y	Y
O'Connor, Sheila	NP	NP	NP	NP	NP	NP	NP
Rocker, Susan	P	Y	Y	Y	Y	Y	Y
Schilz, Debra**	P, NV	NV	NV	NV	NV	NV	NV
Sedlacek, Ron	P	Y	Y	Y	Y	Y	Y
Strako, Jennifer**	P, NV	NV	NV	NV	NV	NV	NV
Warneke, Kevin	P	Y	Y	Y	Y	Y	Y
White, Rose	P	Y	Y	Y	Y	Y	Y
Worthington, Jennifer**	NP	NP	NP	NP	NP	NP	NP
TOTAL		15	15	15	15	15	15
Nash, Julie *	P, NV						

*Ex-Officio

**Non-voting Commissioners

QUORUM REQUIRED by BYLAWS: 4

NUMBER PRESENT in Person: 19

NUMBER PRESENT by Teleconference: 0